

Greeley City Council Agenda

Work Session
Tuesday, August 13, 2024 at 6:00 PM

City Council Chambers at City Center South, 1001 11th Avenue, Greeley, CO 80631
via Zoom at: <https://greeleygov.zoom.us/j/82235659594>

NOTICE:

City Council Work Sessions are held on the 2nd and 4th Tuesdays of each month in the City Council Chambers. Meetings are conducted in a hybrid format, with a Zoom webinar in addition to the in-person meeting in Council Chambers.

City Council members may participate in this meeting via electronic means pursuant to their adopted policies and protocol.

Members of the public are also invited to view Council work sessions in person or remotely. **Work sessions do not include public input in any format. Public comment is only permitted at regular Council meetings on the 1st and 3rd Tuesdays of each month.**

Watch Meetings:

Meetings are open to the public
and can be attended in person
by anyone.

Meetings are livestreamed on YouTube at
youtube.com/CityofGreeley
as well as over the Zoom webinar. Public participation
in the Zoom webinar only allows viewing the meeting.

For more information about this meeting or to request reasonable accommodations, contact the City Clerk's Office at 970-350-9740 or by email at cityclerk@greeleygov.com. Meeting agendas, minutes, and archived videos are available on the City's meeting portal at <https://greeleyco.portal.civicclerk.com/>

If you need the following documents in an alternative format for accessibility purposes, please contact the City Clerks Office at cityclerks@greeleygov.com or 970-350-9740.



Mayor

John Gates

Councilmembers

Tommy Butler - Ward I

Deb DeBoutez - Ward II

Johnny Olson - Ward III

Dale Hall - Ward IV

Brett Payton - At-Large

Melissa McDonald - At-Large



City Council Work Session Agenda

Tuesday, August 13, 2024 at 6:00 PM

City Council Chambers at City Center South, 1001 11th Avenue, Greeley, CO 80631

via Zoom at: <https://greeleygov.zoom.us/j/82235659594>

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Reports from Mayor and Councilmembers
5. 2023 Financial Statement Audit
6. Greeley Municipal Code Procurement Revisions
7. Scheduling of Meetings, Other Events
8. A motion to go into Executive Session for the purpose of receiving legal advice and providing instructions to negotiators regarding potential settlement of litigation
9. Adjournment

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Work Session Agenda Summary

Title:

Reports from Mayor and Councilmembers

Background:

Board/Committee	Meeting Day/Time	Assignment
Airport Authority	3 rd Thu, 3:30 p.m.	Payton/Gates
Board/Commission Interviews (Team of 2)	monthly as needed	Council Rotation
CML Executive Board Opportunity	as needed	Hall
CML Other Opportunities	as available/desired	
CML Policy Committee (Council or Staff)	as needed	Hall/Lee Gates alternate
Downtown Development Authority	3 rd Thu, 7:30 a.m.	Butler/DeBoutez
Employee Health Board	as needed	DeBoutez
Highway 34 Coalition	as needed	Olson
Highway 85 Coalition	as needed	Gates
Historic Preservation Loan Committee	as needed	DeBoutez
Human Relations Commission	2 nd Monday, 5 p.m.	DeBoutez
Interstate 25 Coalition	as needed	Olson
Island Grove Advisory Board	1 st Thu, 3:30 p.m.	Butler
National League of Cities Transportation and Infrastructure Services Committee	as needed	Olson
Parks & Recreation Board	1 st Friday, 7 a.m.	DeBoutez
Police Pension Board	quarterly	McDonald
Poudre River Trail	1 st Thu, 7 a.m.	Hall
Regional Opioid Council	as needed	Gates
Transportation/Air Quality MPO	1 st Thu, 6 p.m.	Olson/Payton
Upstate Colorado Economic Development	last Wed, 7 a.m.	Gates
Water & Sewer Board	3 rd Wed, 2 p.m.	Gates
Weld Project Connect Committee (United Way)	as needed	Olson
Youth Commission Liaison	4 th Mon, 6 p.m.	McDonald



Work Session Agenda Summary

August 13, 2024

Key Staff Contact: Tyra Litzau, Finance Director

Title:

2023 Financial Statement Audit

Background:

The City's 2023 annual financial statement audit has been completed and the Finance Department submitted the 2023 Annual Comprehensive Financial Report (ACFR) to the State by the required deadline. The City's external auditors, Plante Moran, will present to City Council the results of the 2023 financial statement audit and the auditor's required communications with those charged with governance.

The 2023 Annual Comprehensive Annual Financial Report (ACFR) can be found on the City's website at [Finance Reports | City of Greeley \(greeleygov.com\)](https://www.greeleygov.com/finance-reports)

Strategic Focus Area:

High-Performance Government

Attachments:

1. Item 5 - 2023 Financial Statement Audit - Staff Presentation
2. Item 5 - City of Greeley Audit - Auditors Presentation

2023 Financial Statement Audit

Tyra Litzau, Finance Director
Steven Krolczyk, Deputy Finance Director
City Council Work Session | August 13, 2024





Agenda

- 2023 Audit and Annual Comprehensive Financial Report (ACFR)
- Action Plan to Address Findings
- Plante Moran Presentation
- Purpose: Informational

2023 Financial Statement Audit

- Filed with the State on July 29, 2024
- Filed with the Government Finance Officers Association (GFOA) on July 31, 2024
- Unmodified Opinion
- Audit Findings
 - Monthly and Year-End Processes
 - Year-End Adjusting Journal Entries

Action Plan to Address Findings

- ✓ Monthly meetings of Finance leadership
- ✓ Present financial information monthly to City Manager and quarterly to City Council (November 2024)
- ✓ Evaluate workloads and allocate tasks appropriately
- ✓ Develop checklists to ensure months are closed on a timely basis
- ✓ Review and update policies and procedures
- ✓ Cross-train employees in key areas
- ✓ External training opportunities for Finance staff
- ✓ Internal training rollout for Department staff
- ✓ Develop and adhere to audit plan and timeline

Thank you





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Wealth Management.

City of Greeley Audit Presentation to the City Council

Year Ended December 31, 2023



City of Greeley 2023 Executive Summary

- **Financial Statement Audit (Report dated July 26, 2024)**
 - Unmodified opinion – Highest form of assurance
 - General Fund continues to be financially sound, with an unassigned fund balance of \$28.9 million. Total fund balance decreased \$22.7 million in 2023, from \$92.4 million to \$69.7 million. The decrease was due to additional transfers to other funds for council designated projects.
 - Water and Sewer Funds have combined unrestricted net position of \$124.7 million at December 31, 2023.
 - In 2023, the City invested \$118.6 million in various infrastructure projects, equipment, land, water rights, etc.
 - Debt paydown of \$16.3 million in 2023 and no new debt issued in 2023.
- **Single Audit – will be completed in the summer/fall of 2024**



City of Greeley

Communication With Those Charged With Governance

- Internal Control Related Matters Identified
 - General ledger and underlying accounting records were not reconciled and closed in a timely manner throughout the year
 - Year-end journal entries were identified during the audit and were necessary to state the financial statements in accordance with GAAP

*Please see separate letter to Mayor and City Council dated July 26, 2024 for more details.



City of Greeley

Communication With Those Charged With Governance (Continued)

- Required Communication with Those Charged with Governance
 - No transactions entered into for which there was a lack of authoritative guidance
 - No significant transactions recognized in a different period than when the transaction occurred
 - Management estimates included within the financial statements (net pension liability)
 - No difficulties or disagreements with management in performing the audit

*Please see separate letter to Mayor and City Council dated July 26, 2024 for more details.



Thank you for the opportunity to serve as auditors for the City of Greeley

For more information, please contact:

Timothy St. Andrew, CPA

313.496.8542

Timothy.StAndrew@plantemoran.com



Work Session Agenda Summary

August 13, 2024

Key Staff Contact: Caleb Weitz, Budget and Policy Director

Title:

Greeley Municipal Code Procurement Revisions

Background:

In 2022, the City engaged Slalom Consulting on a purchasing policy modernization project, performing interviews and work sessions with City departments to gather information regarding the procurement process. As a result, long and inefficient procurement processes were identified. The recommendation is to focus on raising procurement thresholds, reducing heavy administrative burdens, and allocating more resources for procurement actions that have a greater impact on taxpayer dollars. For the Procurement Division to provide better customer service to internal stakeholders, external customers, and City residents, the following portions of the City Code are recommended for update:

- Title 2, Chapter 4, Section 2 – 184 Approvals and signatures
- Title 6, Chapter 6, Section 6 – 477 Competitive sealed bidding
- Title 6, Chapter 6, Section 6 – 481 Non-Competitive negotiation
- Title 6, Chapter 6, Section 6 – 483 Small purchases
- Title 6, Chapter 6, Section 6 – 486 Change Orders

The attached presentation provides more information regarding each section of the Ordinance, current requirements and proposed revisions.

Strategic Focus Area:

High-Performance Government

Attachments:

1. Draft Ordinance with Appendix A - Procurement Limits
2. Item 6 - Procurement Code Revisions Presentations

CITY OF GREELEY, COLORADO
ORDINANCE NO. ___, 2024

**AN ORDINANCE AMENDING TITLE 2, CHAPTER 4 AND TITLE 6, CHAPTER 6,
ARTICLE III OF THE MUNICIPAL CODE OF THE CITY OF GREELEY
(SIGNATURE AUTHORITY, PROCUREMENT THRESHOLDS, NON-COMPETITIVE
PROCUREMENTS AND CHANGE ORDERS)**

WHEREAS, Chapter 4 of Title 2, governs the execution of contracts by the City and sets forth the approvals and signatures required at specified contractual limits; and

WHEREAS, Chapter 6, Article III, of Title 6 governs the purchasing procedures by the City and provides uniform, fair, and impartial procedures for the purchase of materials, equipment, and services with the quality needed to effectively meet the needs of the City operations at the lowest possible costs and greatest advantage to the City; and

WHEREAS, the City has determined that changes need to be made to both Chapters, including but not limited to, the dollar amount limits for signature authority, procurement thresholds, non-competitive procurements and change orders; and

WHEREAS, the Finance Department staff review of both Chapters determined that additional changes need to be made to meet the evolving demands of the City and the pressure of the economy; and

WHEREAS, both the population of the City of Greeley and the cost of living have grown exponentially requiring adjustment to the dollar amount limits; and

WHEREAS, it is in the best interests of the citizens of the City of Greeley to amend Chapter 4 of Title 2 and Chapter 6, Article III of Title 6.

**NOW THEREFORE, IT IS HEREBY ORDAINED BY THE CITY COUNCIL FOR THE
CITY OF GREELEY, COLORADO, AS FOLLOWS:**

Section 1. That Section 2-184 contained in Chapter 4 of Title 2 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 2. That Section 6-422 contained in Article III, Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 3. That Section 6-477 contained in Article III, Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 4. That Section 6-481 contained in Article III, Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 5. That Section 6-483 contained in Article III, Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 6. That Section 6-486 contained in Article III, Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A.

Section 7. Except as explicitly modified in Appendix A, all other provisions of Title 2 and Title 6 of the Greeley Municipal Code shall remain in full force and effect.

Section 8. This Ordinance shall take effect on the fifth day following its final publication, as provided by Section 3-16 of the Greeley City Charter.

PASSED AND ADOPTED, SIGNED AND APPROVED ON THIS ____ DAY OF _____, 20__.

ATTEST

THE CITY OF GREELEY, COLORADO

By: _____
City Clerk

By: _____
Mayor

APPENDIX A

AN ORDINANCE AMENDING TITLE 2, CHAPTER 4 AND TITLE 6, CHAPTER 6, ARTICLE III OF THE MUNICIPAL CODE OF THE CITY OF GREELEY (SIGNATURE AUTHORITY, PROCUREMENT THRESHOLDS, NON-COMPETITIVE PROCUREMENTS AND CHANGE ORDERS)

Section 1. That Section 2-184 contained in Chapter 4 of Title 2 of the Greeley Municipal Code be amended to read as follows:

Sec. 2-184. Approvals and signatures.

- (a) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
 - (1) Financial obligation means the duty of the city to provide money or something of value to another party, ~~or including the duty to exchange provide something of value with another party by trade or exchange.~~ For purposes of subsection (c) below, the city's financial obligation shall be determined based on the total dollar amount the city has committed to provide, including amounts that may be committed during any renewal periods, or on the total estimated dollar amount for the thing of value provided by the City.
 - (2) Standard contract form means a written contract or agreement that has been previously approved by the city attorney's office as a standard contract form and one that is subsequently used without substantive modification of any contract provision contained in such form. A non-standard contract is a contract that includes a substantive change to an approved standard contract.
- (b) Conveyance of city-owned water, mineral and real property interests. All conveyances of city interests in water, mineral and real property rights, including leases of water, mineral, real property rights and improvements (but excluding annual leases of water rights not needed by the city for immediate use), shall be signed by the mayor and attested by the city clerk.
- (c) Contracts and agreements for financial obligations. All contracts and agreements for financial obligations to which the city is a party shall require signatures as follows:
 - (1) For amounts up to and including \$10,000.00, the signature of the employee designated by the department head of the department entering into the contract.
 - (2) ~~For a standard contract form in amounts above \$10,000.00, up to and including \$50,000.00, the signature of the division manager or designee of the department entering into the contract.~~

- (32) For a standard contract form in the amounts above \$510,000.00, up to and including \$1050,000.00, the signature of the department head or designee of the department entering into the contract.
- (43) For a nonstandard contract form in amounts above \$10,000.00, up to and including \$1050,000.00, the signature of the department head or designee of the department entering into the contract, and approval as to legal form by the city attorney.
- (54) For standard and nonstandard contract forms in amounts above \$1050,000.00, approval as to substance by the city manager or designee, approval as to legal form by the city attorney ~~or designee~~ and review for availability of funds by the director of finance or designee.

Section 2. That Section 6-422 contained in Chapter 6 of Title 6 of the Greeley Municipal Code be amended to read as follows:

Sec. 6-422. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alternative project delivery means methods of contracting wherein the solicitation, evaluation, selection, and contracting for a project is accomplished through use of a design/build, construction manager at risk, construction manager/general contractor, or other non-traditional means.

Architect, engineer and land surveying services means those professional services within the scope of the practice of architecture, professional engineering or land surveying, as defined by the state laws.

Blind trust means an independently managed trust in which the employee-beneficiary has no management rights and in which the employee-beneficiary is not given notice of alterations in, or other dispositions of, the property subject to the trust.

Brand name or equal specification means a specification limited to one or more items by manufacturers' names or catalogue numbers to describe the standard of quality, performance and other salient characteristics needed to meet the city requirements, and which provides for the submission of equivalent products.

Brand name specification means a specification limited to one or more items by manufacturers' names or catalogue numbers.

Business means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.

Change order means a written order signed and issued by the purchasing official, directing the contractor to make changes ~~which that either~~ the changes clause of the contract authorizes the purchasing official to order without the consent of the contractor or that the parties mutually agreed to by contract modification.

Confidential information means any information which is available to an employee only because of the employee's status as an employee of the city and is not a matter of public knowledge or authorized to be disclosed to the public on request.

Construction means the process of building, altering, repairing, improving or demolishing any public structure, or building or other public improvements of any kind to any public real property. The term "construction" does not include the routine operation, routine repair or routine maintenance of existing structures, buildings or real property.

Construction management at risk (CMAR) means a contract that allows for a delivery method which entails a commitment by the construction manager to deliver the project within a guaranteed maximum price.

Construction manager/general contractor (CMGC) means a unique method used to accelerate project delivery where the owner hires a contractor to provide feedback during the design phase before the state of construction.

Contract means all types of city agreements, regardless of what they may be named, for the procurement of supplies, services or construction.

Contract modification (bilateral change) means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity or other provisions of any contract accomplished by mutual agreement of the parties to the contract through a change order.

Contractor means any person having a contract with the city.

Cooperative purchasing analysis means the evaluation of cost data for the purpose of arriving at cost actually incurred or estimates of costs to be incurred, prices to be paid and costs to be reimbursed.

Cooperative purchasing plan means a program that allows the city to share a procurement contract between governments or nonprofit organizations that have competitively bid and vetted vendors for a variety of products and services.

Cost data means factual information concerning the cost of labor, material, overhead and other cost elements which are expected to be incurred or which have been actually incurred by the contractor in performing the contract.

Cost-reimbursement contract means a contract under which a contractor is reimbursed for costs which are allowable and allocable in accordance with the contract terms and the provisions of this chapter, and plus a fee, if any.

Design-bid-build means a project delivery method in which the city sequentially awards separate contracts, the first award for architectural and engineering services to design the project and the second award for construction of the project according to the design, after solicitation of an invitation for bids.

Design-build means a project delivery method in which the city awards a single contract for design and construction of a project.

Direct or indirect participation means involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity.

Disadvantaged business means a small business which is owned or controlled by a majority of persons not limited to members of minority groups, who have been deprived of the opportunity to develop and maintain a competitive position in the economy because of social disadvantages as defined by state law.

Electronic means electrical, digital, magnetic, optical, electromagnetic or any other similar technology.

Emergency procurements means procurements of supplies, services or construction items when there exists a threat to public health, welfare or safety, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.

Employee means an individual drawing a salary or wages from the city, whether elected or not; any noncompensated individual performing personal services for the city or any department, agency, commission, council, board or any other entity established by the executive or legislative branch of the city; and any noncompensated individual serving as an elected official of the city.

Financial interest means:

- (1) Ownership of any interest or involvement in any relationship from which, or as a result of which, a person within the past year has received, or is presently or in the future entitled to receive, more than \$1,000.00 per year or its equivalent; or
- (2) Ownership of five percent of any property or business.

Grant means the furnishing by the city of assistance, whether financial or otherwise, to any person or group to support a program authorized by law.

Gratuity means a payment, loan, subscription, advance, deposit of money, service or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.

Immediate family means a spouse, children, parents, brothers and sisters.

Invitation for bids means all documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.

Person means any business, individual, union, committee, club, other organization or group of individuals.

Price analysis means the evaluation of price data, without analysis of the separate cost components and profit as in cost analysis, which may assist in arriving at prices to be paid and costs to be reimbursed.

Pricing data means factual information concerning prices for items substantially similar to those being procured. The term "prices" in this definition refer to offered or proposed selling prices, historical selling prices and current selling prices. The definition of the term "pricing data" refers to data relevant to both prime and subcontract prices.

Procurement means the buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services or construction. The term "procurement" also includes all functions that pertain to the obtaining of any supply, service or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract and all phases of contract administration.

Procurement to meet existing needs means the procurement of matching or compatible supplies or specialized services because other similar supplies or services would not be reasonably beneficial to meet the City's needs in connection with any existing equipment or facilities.

Professional services means services of a specialized nature, including, but not limited to, architecture, engineering, surveying, appraisals, accounting, training, and laboratory testing, the final product of which is predominantly oral or written advice or information or services as promulgated by the city manager.

Public agency means a public entity subject to or created by the city.

Public notice means the distribution or dissemination of information to interested parties using methods that are determined by the city, such methods may include publication in newspapers of general circulation, electronic or paper mailing lists and websites designated by the city and maintained for that purpose.

Purchasing official means the employee designated by the ~~finance director~~ city manager or designee to perform duties and responsibilities as provided in sections 6-445 and 6-446.

Qualified products list means an approved list of supplies, services or construction items described by model or catalogue numbers, which, prior to competitive solicitation, the city has determined will meet the applicable specification requirements.

Request for proposals means all documents, whether attached or incorporated by reference, utilized for soliciting proposals.

Responsible bidder or offeror means a person who has the capability, in all respects, to perform fully the contract requirements and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment and credit, which will ensure good faith performance.

Responsive bidder or offeror means a person who has submitted a quote, proposal, or bid which conforms in all material respects to the requirements set forth in the invitation for bids.

Services means the furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. The term "services" shall not include employment agreements or collective bargaining agreements.

Signature means a manual or electronic identifier, or the electronic result of an authentication technique attached to or logically associated with a record that is intended by the person using it to have the same force and effect as a manual signature. Electronic signatures are as allowed by the Uniform Electronic Transactions Act, C.R.S. title 24, art. 71.3 (C.R.S. § 24-71.3-101 et seq.), as amended from time to time.

Small business means a United States business which is independently owned and which is not dominant in its field of operation or an affiliate or subsidiary of a business dominant in its field of operation and meets the small business size standards established by the U.S. Small Business Administration, as amended from time to time.

Sole source means after conducting a good faith review of available sources, that there is only one source for the required supply, service or construction firm.

Specification means any description of the physical or functional characteristics or of the nature of a supply, service or construction item. It may include a description of any requirement for inspection, testing or preparing a supply, service or construction item for delivery.

Statement of qualifications (SOQ) means a written document outlining the reasons why a company or person is qualified to provide a certain professional service. A typical SOQ outlines a description of the company, key personnel assigned to projects, project approach, management skills and examples of similar successful projects.

Supplies means all property, including, but not limited to, equipment, materials, printing, insurance and leases or real property, excluding land or a permanent interest in land.

Using agency means any department, commission, board or public agency of the city requiring supplies, services or construction procured pursuant to this chapter.

Written or in writing means the product of any method of forming characters on paper, other materials or viewable screens, which can be read, retrieved and reproduced, including information that is electronically transmitted and stored.

Section 3. That Section 6-477 contained in Chapter 6 of Title 6 of the Greeley Municipal Code be amended to read as follows:

Sec. 6-477. Competitive sealed bidding.

- (a) *Conditions for use.* All contracts for amounts above \$150,000.00 entered into by the city shall be awarded by competitive sealed bidding except as otherwise provided in sections 6-478, 6-480, and 6-483.
- (b) *Invitation for bids.* An invitation for bids shall be issued and shall include specification and all contractual terms and conditions applicable to the procurement.
- (c) *Public notice.* Adequate public notice of the invitation for bids shall be given a reasonable time, not less than 15 calendar days prior to the date set forth therein for the opening of bids unless circumstances require a shorter period as determined by the purchasing official. Such notice may include the use of electronic solicitation. Such notice may include publication in a newspaper of general circulation a reasonable time prior to bid opening. The public notice shall state the place, date and time of bid opening.
- (d) *Bid opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid and such other relevant information as the purchasing official deems appropriate, together with the name of each bidder, shall be recorded; the record and each bid shall be open to public inspection in accordance with section 6-423. In the event of strikes, wars, acts of God or other good cause, as determined by the purchasing official, bid openings may be extended for a reasonable time not to exceed 30 calendar days.
- (e) *Bid acceptance and bid evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this chapter. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, degree of skill, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and

be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that are not set forth in the invitation for bids.

- (f) Award. The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available funds, as certified by the ~~finance director~~ city manager or designee, the purchasing official is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.
- (g) *Multi-step sealed bidding*. When it is considered impractical to initially prepare a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

Section 4. That Section 6-481 contained in Chapter 6 of Title 6 of the Greeley Municipal Code be amended to read as follows:

Sec. 6-481. Non-competitive negotiation.

- (a) ~~When sole source or emergency procurement situations arise or when the standard competitive processes are deemed impractical, the finance director~~ city manager or designee may enter into noncompetitive negotiations in the best interest of the city, including:
 - (1) ~~Extension of existing contract where a vendor offers to extend an existing contract under the same conditions and at the same or lower price, and such extension is in the best interest of the city~~ Sole source procurement;
 - (2) ~~Service on existing equipment if it is to the city's advantage to obtain parts, repair or service on existing equipment, its supplies or software from a factory-authorized dealer or manufacturer~~ Procurement to meet existing needs;
 - (3) ~~Reduced total cost due to, among other things, closer location, more advantageous time allowances or similar variable factors that can reduce the total cost of the product or service~~ Very specialized or confidential goods or services; or
 - (4) ~~A particular material or service is required to maintain interchangeability or compatibility as a part of an existing integrated system~~ Emergency procurement;
 - (5) —The material is perishable;
 - (6) —The material qualifies as fine art;
 - (7) —The particular material is required to match materials in use, so as to produce visual harmony; or

- (8) ~~Where competitive solicitation procedures have failed to provide sufficient responsive, responsible bidders.~~

Section 5. That Section 6-483 contained in Chapter 6 of Title 6 of the Greeley Municipal Code be amended to read as follows:

Sec. 6-483. Small purchases.

- (a) *General.* Any contract not exceeding \$150,000.00 may be made in accordance with the ~~small~~ purchase procedures authorized in this section. Contract requirements shall not be artificially divided so as to constitute a small or discretionary purchase under this section.
- (b) *Small purchases ~~over \$10,000.00~~.* Procurements over \$10,000.00 but less than \$150,000.00 constitute small purchases. Insofar as it is practical ~~in excess of \$10,000.00~~, no less than three businesses shall be solicited to submit quotations for small purchases. Award shall be made to the business offering the lowest acceptable quotation. The names of the businesses submitting quotations and the date and amount of each quotation shall be recorded and maintained as a public record.
- (c) *~~Small~~Discretionary purchases ~~under \$10,000.00~~.* Procurements of \$10,000.00 or less, constitute discretionary purchases. The purchasing official shall adopt operational procedures for making ~~small~~discretionary purchases of \$10,000.00 or less. Such operational procedures shall provide for obtaining adequate and reasonable competition for the supply, service or construction being purchased. Further, such operational procedures shall require the preparation and maintenance of written records adequate to document the competition obtained, properly account for the funds expended, and facilitate an audit of the ~~small~~discretionary purchase made.

Section 6. That Section 6-486 contained in Chapter 6 of Title 6 of the Greeley Municipal Code be amended to read as follows:

Sec. 6-486. Change orders.

All change orders ~~are~~must be processed on a form with the need and source of funds identified and. ~~The a description shall include what of the fiscal impacts this change order will have on the future of the project's availability of subject fund's budget. Department directors may approve any and all change orders within the budgeted contingency. The budgeted contingency shall be included in all original project budgets as adopted with the city's adopted budget. City council consideration is required for cumulative change orders that would add 25 percent or more to the original contract cost of \$100,000.00 or greater. If the original contract cost is less than \$100,000.00 and the cumulative value of change orders are greater than 25 percent of the original contract price, then the city manager's signature is required. All change orders must be approved by the city manager or designee unless otherwise required by law or the specific terms of a contract. If a change order would cause an exceedance of a fund's budget, then city council must authorize an additional appropriation for the subject fund before the city manager may approve the same.~~

Greeley Municipal Code Procurement Revisions

Caleb Weitz, Budget & Policy Director
Caleb.Weitz@Greeleygov.com
City Council Work Session | August 13, 2024





Agenda

- Background
- Current Challenges
- Goals
- Peer Procurement Benchmarks
- Procurement Thresholds
- Procurement Approvals
- Change Orders
- Non-Competitive Procurements
- Financial Transparency
- Purpose: Council Feedback and Consensus

Background

In 2022 the City engaged Slalom Consulting on a purchasing policy modernization project performing interviews and work sessions with key stakeholders. During 2023 and early 2024, Procurement sought department feedback on how to improve the process.

Slalom's Recommendations:

- Update Purchasing Policies and Code based on City Department customer feedback to improvement efficiency
- Improve staffing levels in purchasing

City Department Feedback

Efficiencies can be gained in the procurement process could be improved by addressing:

1. Procurement Thresholds
2. Signature Authority
3. Change Orders
4. SAM.gov Verification
5. Non-PO Payments
6. Non-Competitive Procurements

Procurement Definitions

- **Formal Procurement** – the buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services, or construction costing \$50,000 (current) and more
- **Small Purchase** – the buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services, or construction costing \$10,000 and up to \$50,000 (current)
- **Discretionary Purchase** – the buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services, or construction costing less than \$10,000 (current)
- **Non-Competitive Procurement**
 - Sole Source – after conducting a good faith review of available sources, that there is only one source for the required supply, service or construction firm
 - Procurement to meet existing needs – procurement of matching or compatible supplies and or services because other similar supplies and or services would not be reasonably beneficial to meet the City's needs in connection with existing equipment or facilities
 - Very specialized or Confidential Services – procurement of very specialized or confidential services when other similar supplies and services would not be reasonably beneficial to meet the City's needs
 - Emergency Purchase - procurements of supplies, services or construction items when there exists a threat to public health, welfare or safety, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances

Current Challenges

Procurement Staffing

City Procurement staff levels are lower than many peers

Administrative Burden

Formal solicitations require

- expertise and detailed analysis
- excessive documentation
- multiple layers of approval slows down decision-making
- frequent revisions and rework
- strict compliance checks
- a lengthy bid process
- complex contract negotiations
- intensive administrative input

Low Procurement Thresholds

Formal solicitation required for all procurements > \$50,000

Negative Impacts on Large Projects

- Delays in major projects (Public improvement / construction) cause frustrations with
 - City operations
 - Greeley stakeholders
 - Service delivery
- Reduced focus on complex procurements due to low formal procurement threshold

Code Update Goals

Increasing Procurement Efficiencies

- ✓ Increase the formal procurement threshold
- ✓ Dedicate more resources to higher dollar critical public improvement projects
- ✓ Reduce intensive administrative processes that inefficiently use resources
- ✓ Increase efficiencies for common, lower dollar procurements

Peer Procurement Staff Levels & Thresholds

<u>Organization</u> <i>(staff size)</i>	<u>Formal Procurement Threshold</u>
City of Greeley <i>(6)</i>	\$50,000
City of Loveland <i>(6)</i>	\$30,000 / \$2,000,000*
City of Aurora <i>(9)</i>	\$50,000
City of Thornton <i>(11)</i>	\$50,000
City of Ft. Collins <i>(9)</i>	\$100,000**
City of Longmont <i>(9)</i>	\$250,000

* services & supplies / critical infrastructure supplies

** requesting an increase from \$60,000

Procurement Thresholds

(Title 6, Chapter 6, Section 6 – 477 Competitive sealed bidding & Section 6 – 483 Small purchases)

Current

Discretionary Purchases – Up to \$10,000

Small Purchases – \$10,000 up to \$50,000

Formal Procurement – \$50,000 and over

Proposed

Discretionary Purchases – Up to \$10,000*

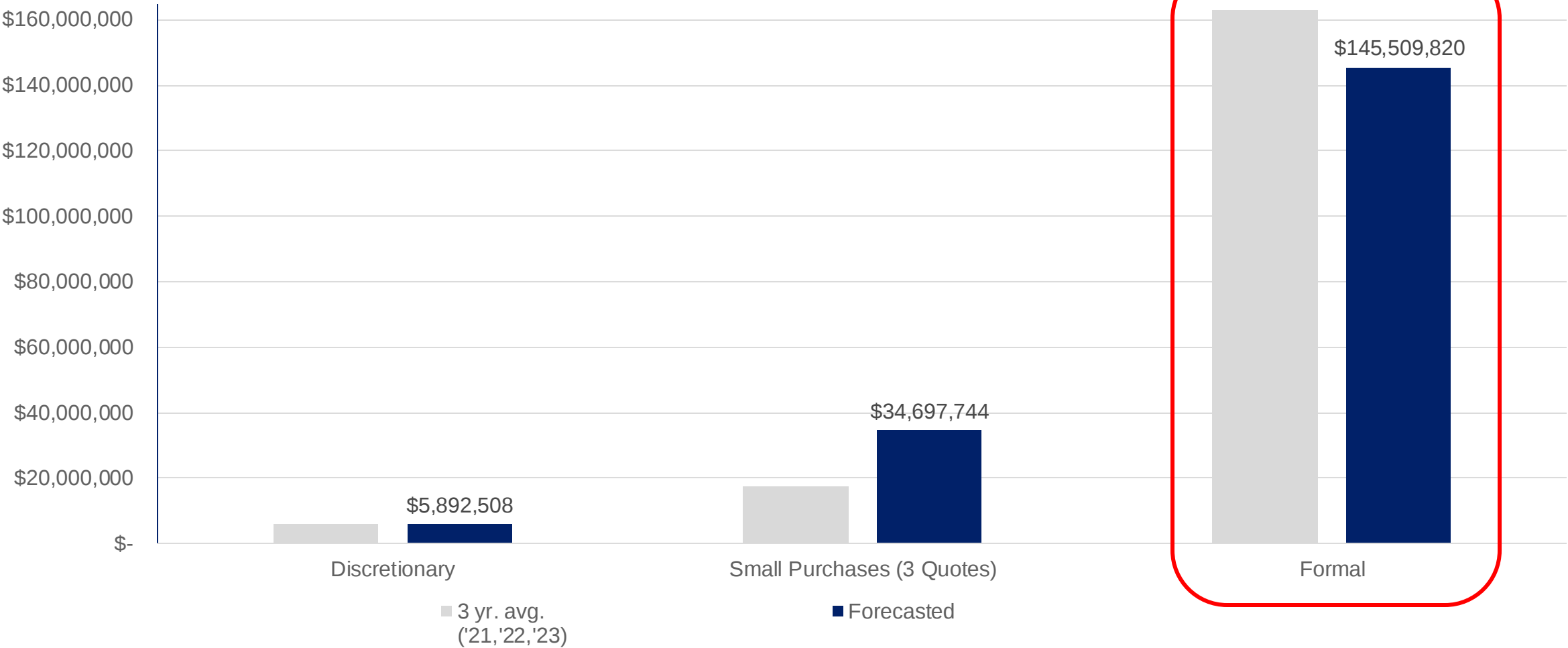
Small Purchases – \$10,000* up to \$150,000
(still requires 3 quotes)

Formal Procurement – \$150,000 and over

* In the future, the city can consider increasing the small purchase amount to \$25,000

Procurement Threshold - Purchase Order Data

PO \$ Amount by Procurement Threshold



Procurement Approvals

(Title 2, Chapter 4, Section 2 – 184 Approvals and signatures)

Current

- Up to \$10,000 – designated employee by Department Director
- \$10,000 up to \$50,000 – Division manager
- Up to \$100,000 – Department head or designee
- \$100,000 and over – Finance Director, City Attorney's Office, and City Manager

Proposed

- Discretionary (up to \$10,000) – designated employee by Department Director (*no change*)
- Above Discretionary Purchase Threshold (\$10,000) and up to Formal Procurement Threshold (\$150,000) – Department Director or designee
- Formal Procurement Threshold (\$150,000 and over) – Finance Director*, City Attorney's Office, and City Manager or designee

*or designee

Change Orders

(Title 6, Chapter 6, Section 6 – 486 Change Orders)

Change Orders only consider dollar amounts and percentages. Recommending to separate Change Orders into four (4) different categories:

1. Change Orders for Public Improvement / Construction Projects
2. Change Orders for Goods and Services
3. Change Orders for Professional Services
4. Change Orders for Federal Funded Procurements

Current

Change Order Amount	Approver(s)
Within the budgeted contingency regardless of the dollar amount	Department Director
Cumulative value that would add 25% or more to an original contract cost of less than \$100,000	City Manager
Cumulative value that would add 25% or more to an original contract cost of less than \$100,000 and would bring the contract cost to \$125,000 or greater	City Council
Cumulative value that would add 25% or more to an original contract cost of \$100,000 or greater	City Council

Proposed

Change Order Amount	Approval
Within approved budget of the project	Department Director
Exceeding the budgeted amount of the project	City Manager (City Council if supplemental appropriation needed)

Non-Competitive Procurements

(Title 6, Chapter 6, Section 6 – 481 Non-Competitive negotiations)

Current

- Sole Source
- Emergency
- When the Standard Competitive Processes are Deemed Impractical

Proposed

- Sole Source
- Procurement to Meet Existing Needs
- Very Specialized or Confidential Services
- Emergency

Financial Transparency

Ensure Accountability and Public Trust

- Publish quarterly procurement reports
- Continued use of online transparency solicitation portals (Rocky Mountain Bidnet & City website)
- Internal and external audits
- Still require multiple quotes for procurements between \$10,000 and \$150,000
- Resources dedicated to procurements with the greatest impact on taxpayer dollars
- Reporting process for unethical practices

Recommendation

Approve the Procurement code changes as presented

- Increasing formal procurement threshold to \$150,000
- Signature authority will follow the new procurement thresholds
- Change orders will allow departments authority to approve changes within appropriated budgets
- Better defining Non-Competitive Procurements

Thank you





Work Session Agenda Summary

Title

Scheduling of Meetings, Other Events

Summary

During this portion of the meeting the City Manager or City Council may review the attached Council Calendar or Work Session Schedule regarding any upcoming meetings or events.

Attachments

Council Meetings and Other Events Calendar

Council Meeting and Work Session Schedule

Status Report of Council Initiatives and Related Information

Council Meetings and Other Events Calendars

August 13 – September 6, 2024

Monday, August 12, 2024

- Greeley Branding Assessment - Focus Group 10 a.m. Microsoft Teams Meeting

Tuesday, August 13, 2024

- City Council Work Session Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Wednesday, August 14, 2024

- City of Greeley Airport Strategic Plan Presentation - Board of Weld County Commissioners 3 p.m. (1150 O Street Greeley, CO 80631) Pawnee Conference Room

Thursday, August 15, 2024

- Downtown Development Authority 7:30 a.m. 802 9th St #100, Greeley, CO 80631
- Airport Authority 3:30 p.m. Greeley-Weld Airport, 600 Airport Road

Saturday, August 17, 2024

- Glad Tidings Church Community Event 2:00 p.m. Bittersweet Park (3103 12th St Rd, Greeley, CO 80634)

Tuesday, August 20, 2024

- City Council Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Wednesday, August 21, 2024

- Water & Sewer Board 2 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers
-

Monday, August 26, 2024

- Greeley Chamber of Commerce 11:30 a.m. Location TBD

Tuesday, August 27, 2024

- Greeley/Weld Quarterly Breakfast 7:30 a.m. Location TBD
- City Council Work Session Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Wednesday, August 28, 2024

- Upstate Colorado Economic Development 7 a.m. (822 7th Street Greeley CO 80631) Upstate Colorado Conference Room
- Greeley History Museum Tour 10:30 a.m. 714 8th St (714 8th St, Greeley, Colorado 80631); Greeley History Museum
- Hold Weld Re-4 School District Ribbon Cutting Ceremony 5 p.m. Location TBD

Thursday, August 29, 2024

- Poudre River Trail 7:30 a.m. Poudre Learning Center (8813 W. F Street Greeley CO 80631)
 - Women of Distinction BizWest Event 4:30 p.m. 5290 Arena Circle Loveland, Colorado 80538 The Ranch Complex - FNBO Exhibition Hall (North Hall)
 - Hold Weld Re-4 School District Ribbon Cutting Ceremony 5 p.m. Location TBD
-

Tuesday, September 3, 2024

- City Council Meeting 6 p.m. (1001 11th Ave Greeley CO 80631) City of Greeley Council Chambers

Wednesday, September 4, 2024

- Unstoppable Together: Corner to Corner Tour 10 a.m. Connections for Independent Living (1331 8th Ave, Greeley, CO 80631)

Thursday, September 5, 2024

- Island Grove Advisory Board 3:30 p.m. (600 N. 14th Ave Greeley CO 80631)
- North Front Range MPO Meeting 6 p.m. Location TBD

City Council Meeting Scheduling 2024			
	8/6/2024		
	This schedule is subject to change		
August 13, 2024 Council Work Session	2023 Audit Update	Tyra Litzau	Work Session
	Greeley Municipal Code Procurement Revisions	Caleb Weitz	Work Session
	Executive Session - Potential Settlement of Litigation	Stacey Aurzada	Executive Session
August 20, 2024 Council Meeting	Proclamations - National Public Lands Day Proclamation	Mayor	Intro
	Minutes - July 16 CC; July 23 WS, July 30 SM	Heidi Leatherwood	Consent
	Resolution - Approval of settlement agreement	Stacey Aurzada	Consent
	Intro & 1st Rdg Ord - Code amendment to retention period -Administrative Hearing Officer Records	Tasha Reynolds/ Heidi Leatherwood	Consent
	Intro & 1st Rdg Ord - Housing for All Advisory Board	Deb Callies	Consent
	Intro & 1st Rdg Ord - Purchasing Code Updates	Caleb Weitz	Consent
	Intro & 1st Rdg Ord - Prohibiting Lead Service Lines	Sean Chambers	Consent
	Intro & 1st Rdg Ord - Prohibiting Domestic Wells within the City of Greeley	Sean Chambers	Consent
	PH & 2nd Rdg Ord - Amending Greeley Municipal Code Relating to Museums	Chris Bowles/Diana Frick	Regular
	PH & 2nd Rdg Ord - Authorize a loan through Colorado Water Resources and Power Development Authority	Sean Chambers	Regular
	PH & 2nd Rdg Ord- Ashcroft Local Improvement District	Sean Chambers	Regular
	PH & 2nd Rdg Ord - Amendment to Municipal Code Financial Operations	Stacey Aurzada	Regular
	PH & 2nd Rdg Ord - Ballot Measure - Amendment to Charter Financial Operations	Stacey Aurzada	Regular
	PH & 2nd Rdg Ord - Ballot Measure - Ballot Measure Food Tax	Kalen Myers	Regular
	PH & 2nd Rdg Ord - Ballot Measure - Transportation Debt Issuance	Kalen Myers	Regular
	Boards & Commissions Appointments	Heidi Leatherwood	Regular
August 27, 2024 Council Work Session	Community Survey Results	Winna MacLaren	WS
	Open Space Naming and Updates	Diana Frick	WS
	Eminent Domain	Paul Trombino /Stacey Aurzada	WS
	Poudre River Restoration Initiative Project Overview	Victoria McKennan/Paul Trombino	WS
September 03, 2024 Council Meeting	Proclamation - Alzheimer's Awareness Month	Mayor	Intro
	Minutes - August 6 and 20 CC; August 13 WS	Heidi Leatherwood	Consent
	Intro & 1st Rdg Ord - H-P Tract 3A Rezone (Tentative)	Michael Franke/Brian McBroom	Consent
	Intro & 1st Rdg Ord - Westgate LID	Sean Chambers	Consent
	Intro & 1st Rdg Ord - Amending Title 8, Chapter 11 of GMC to refuse haulers		
	PH & 2nd Rdg Ord - Water Development Code Revisions	Sean Chambers	Regular
	PH & 2nd Rdg Ord - Code amendment to change the retention period for Administrative Hearing Records	Tasha Reynolds/ Heidi Leatherwood	Regular
	PH & 2nd Rdg Ord - Purchasing Code Updates	Caleb Weitz	Regular
	PH & 2nd Rdg Ord - Housing for All Advisory Board	Deb Callies	Regular
	CDBG Home 5 year Consolidated Plan	Deb Callies	Informational

City Council Meeting Scheduling 2024			
	8/6/2024		
	This schedule is subject to change		
September 10, 2024 Council Work Session	Development Impact Fee Study Update	Allena Portis	Worksession
	Downtown Facilities Update	Paul Trombino	Work Session
	City Manager's Recommended Budget Presentation	Caleb Weitz	Work Session
September 17, 2024 Council Meeting	Proclamation - Suicide Awareness and Prevention Month Proclamation	Mayor	Intro
	Minutes - September 3 CC; September 10 WS		
	PH & 2nd Rdg Ord - H-P Tract 3A Rezone (Tentative)	Michael Franke/Brian McBroom	Regular
	PH & 2nd Rdg Ord - Amending Title 8, Chapter 11 of GMC to refuse haulers	Will Jones/Paul Trombino	
	PH & 2nd Rdg Ord - Prohibiting Lead Service Lines	Sean Chambers	Regular
	PH & 2nd Rdg Ord - Prohibiting Domestic Wells within the City of Greeley	Sean Chambers	Consent
	Additional Budget Presentation (If needed)	Caleb Weitz	Work Session
September 24, 2024 Council Work Session			
October 01, 2024 Council Meeting	Intro & 1st Rdg Ord - CDBG Home 5 Year Consolidated Plan	Deb Callies	Consent
	Intro & 1st Rdg Ord - Second Appropriation	Caleb Weitz	Consent
	PH & 2nd Rdg Ord - Westgate LID	Sean Chambers	Regular
	PH Intro & 1st Rdg Ord - 2025 Budget	Caleb Weitz	Consent
October 08, 2024 Council Work Session	PD Organizational Assessment Results	Adam Turk	WS
	Mobility Development Plan Update	Will Jones/Paul Trombino	WS
	Council Compensation Review	Heidi Leatherwood	WS
	Council Policies and Protocol - Rules of Decorum Discussion	Heidi Leatherwood	WS
October 15, 2024 Council Meeting	Resolution - 2025 Tax Levy Certification	Caleb Weitz	Consent
	PH & 2nd Rdg Ord - CDBG Home 5 Year Consolidated Plan	Deb Callies	Regular
	PH & 2nd Rdg Ord - 2025 Budget	Caleb Weitz	Regular
	PH & 2nd Rdg Ord - Second Appropriation	Caleb Weitz	Regular
October 22, 2024 Council Work Session	CPRD Master Plan Update	Diana Frick	WS
	Outdoor Vendor Regulations and Recommendations (Tentative)	Brian McBroom	WS

Greeley City Council

Status Report of Council Initiatives

Initiative No.	Council Member Initiating	Council Request	Council Meeting or Work Session Date Requested	Next Steps & Schedule	Anticipated Deliverable & Date (Report, Council Presentation, etc.)	Assigned to:
15-2021	Olson	Formation of a committee for implementation of a funding strategy for the 35th and 47th interchanges.	December 7, 2021 Council Meeting	•Next grant application expected May 2023	• City was awarded a RAISE grant for \$20.5 Million. City has submitted for a MPDG grant and is waiting on the results. Discussions continue with CDOT on the 1601 process.	Paul Trombino
03-2023	Butler	Campaign Contribution Limits	February 7, 2023 Council Meeting	•Presented at Nov 28 Work Session	•Intro/1st Rdg Ordinance scheduled for July 16, 2024. Council Meeting; 2nd Rdg Ordinance scheduled for August 6, 2024.	Stacey Aurzada/ Heidi Leatherwood
04-2023	Hall	Pumpkin Ridge - Bridge	March 7, 2023 Council Meeting	•PW report provided to Council on March 24, 2023. Neighborhood meeting planned on June 29, 2023. •Included Raymond's 9/1/2023 Council Update	Bid documents under preparation. Awaiting CDOT and USACOE permits	PW
11-2023	Clark/Butler	Artificial turf and landscape standards	August 1, 2023 Council Meeting	•Come back to Council with a draft ordinance	•Council consensus: Staff to bring back minor updates to the front yard landscaping regulations for consideration •Council work session late 3rd quarter or early 4th quarter	Brian McBroom
1-2020	Hall	Follow-up on the Poudre River Trail- Narrows Project	August 1, 2023 Council Meeting	•The grant application, which will be submitted in October, will complete baseline river modeling in addition to an alternative alignment analysis which will also look at the existing alignment, with high level cost estimates for each alternative. The scope will also include a 30% design of the preferred alignment. Working with existing consultants, we've established an estimated cost for the design process to get to a 30% of roughly \$150,000. •Unless a new alignment comes out of the design process, utilizing the existing alignment or an alternative on the north side of the river identified by past studies will likely exceed \$2 million to completed design/permitting and construction for this section.	Received a \$45,000 planning grant from the State Trails program in Colorado Parks and Wildlife, and PRTC is contributing \$25,000 toward the design process at this integral section of the trail. Natural Areas and Trails division of CPRD has contracted Otak to conduct geotechnical analysis for the Narrows section of the Poudre River Trail in west Greeley. Completed several test bores in the area in late March, the consultant is completing analysis of the testing and will be hosting a workshop with CPRD and Public Works staff, along with representatives from the Poudre River Trail Corridor, Inc. (PRTC) a non-profit board in May.	Diana Frick
2-2024	Butler	Ballot Language for the Police Sergeant initiative	January 16, 2024 City Council Meeting	Asked CAO staff to create more descriptive language for the police sergeant ballot question for 2024	1st Rdg July 16; 2nd Rdg PH Aug 6	CAO
4-2024	Butler	Requested Work Session for information on the Lincoln Park Redesign- to include status of project, timeline of project and overview of the coming outreach Work Session	April 2, 2024 City Council Meeting	Requested Work Session for information on the Lincoln Park Redesign- to include status of project, timeline of project and overview of the coming outreach Work Session	The City of Greeley has engaged Kimley Horn and Agora Partners for the Reimagine Lincoln Park project, aimed at creating a vibrant and innovative public space in the downtown. The vision for the project includes building a coalition around Lincoln Park, fostering an environment where people of all ages gather to recreate, thrive, and come together. Engagement is scheduled to begin at the end of July.	CPRD

5-2024	Hall	Impact Fee Study Structure	May 7, 2024 Council Meeting	Requested staff bring a report to a future work session explaining more in depth the Impact Fee Study Structure - how the ratio is calculated, review process, timeline of review, and development fees	Meeting with staff Work session tentatively scheduled for September	Allena Portis/Robert Miller
6-2024	Butler	Sidewalk Funding Projects	May 21, 2024 Council Meeting	Requested staff to come to a work session to report on sidewalk work and plans being done	Presentation in October as Stormwater presentation will take priority.	Paul Trombino
7-2024	Butler	Stormwater Project Prioritization	August 6, 2024 Council Meeting	Requested staff to bring to a future work session information on the top priorities for Stormwater for the next decade. A review of current and future drainage studies. Also, what projects are next for Stormwater.		Paul Trombino



Work Session Agenda Summary

August 13, 2024

Key Staff Contact: Stacey Aurzada, City Attorney

Title:

A motion to go into Executive Session for the purpose of receiving legal advice and providing instructions to negotiators regarding potential settlement of litigation

Background:

The City Attorney's office has received a settlement offer. City Council may move for an executive session to request and receive legal advice and to provide instructions to negotiators regarding potential settlement of litigation. If Council concurs, a motion to adjourn into Executive Session is needed.

Strategic Focus Area:

Safe and Secure Communities

Council's Recommended Action:

A motion to go into an Executive Session to discuss the following matter as provided under C.R.S. Sections 24-6-402(4)(b) and 24-6-402(4)(e)(I), Greeley Municipal Code Sections 2-151(a)(2) and 2-151(a)(5):

To receive legal advice and to provide instructions to negotiators regarding potential settlement of litigation.

Attachments:

None